

BAMPTON PARISH COUNCIL
MINUTES OF PARISH COUNCIL MEETING
ON 11TH SEPTEMBER 2024 AT 7PM

PRESENT: Cllrs J Allinson (in the chair), R Smith, D Clarke, A Cutler, G Attar, A Ogg, P Foster (arrived 7.30), & S Radband (arrived 7.17pm)

IN ATTENDANCE: C Street (Clerk), County Cllr T Fenton, District Cllrs A Smith & A Wray.

179/2024	<u>Apologies for absence:</u> The following apologies were accepted : Cllr S McLaren
180/2024	<u>Variation of order of business:</u> TVP and traffic calming moved to beginning of agenda to enable officers to return to duty.
181/2024	<u>Declarations of interest:</u> None
	<p><u>Thames Valley Police (TVP) Neighbourhood Team:</u> PC Charlie Dent reported:</p> <ul style="list-style-type: none"> • Changes are happening to build a team of PCSOs at Carterton, which will cover Bampton. Currently at Carterton there is part-time Sergeant Siobhan O’Hare, PCSO Darren Malden and PCSO Rich Connor. Inspector Chris Ball is based in Witney, and also Carterton. There are staff shortages – the team of 14 is now down to 7, however a police presence over West Oxon should increase by November onwards. • Best way to make direct contact is via an online enquiry using the web form on TVP website, which is quicker than making a 101 call, (unless it is urgent then call 999). All incidents need reporting via website so police can build a picture of where officers are required. • The parish council noted that they would like a better day to day working relationship with the police. Lack of presence means we are in a low problem area according to police stats. • Alex Dickins neighbourhood supervisor starting end of November will be asked to make contact with the parish council. • The parish council asked for the traffic team to support Bampton speed watch team volunteers, as the previous response to this request was unsatisfactory. Traffic team only respond to known problem areas therefore we need to report all incidents via the web form which will then be forwarded to the traffic team. Locally we have 3 years’ of speeding data taken by our volunteers that is sent to a central data base. • Question from member of the public regarding speeding on Broad Street from the mini roundabout heading out along Station Road; road crossing safely outside the Co-op is an issue. Speedwatch Team corroborates that there is regularly speeding recorded in excess 40MPH along this road. Issue exacerbated to due to people parking on double yellow lines. County Council/traffic wardens remit for on street parking.
182/2024	<u>Traffic calming measures:</u> Covered above.
183/2024	<p><u>County and District Councillors’ reports & questions:</u></p> <p><u>County Council:</u></p> <ul style="list-style-type: none"> • Workplace parking levy in Oxford update; fewer empty seats on school buses being offered at subsidised price; Botley Road closure update; free electric blanket PATS testing see OCC website; Dix Pit closed on 23 & 24th September for cleaning; Priority Fund application needed before end of November. • Update on VAS signs. Cllr Fenton to chase these up. <p><u>District Council:</u></p> <ul style="list-style-type: none"> • Consultation on revised National Planning Policy framework; new concept of grey belt land; mandatory green belt review; EV charging points; new recycling contract; recreation ground planning permission is imminent; Paddocks work – new staff have delayed action but this is still ongoing; trial drop in surgery at the Library Tue 17th Sept 6.30-7.30pm for 1:1

	<p>appointments. If successful then this will be repeated; Bampton Meadows/ Taylor Wimpey drainage meadows are full of standing water and are poorly fenced. Cllr Wray to follow this up with Taylor Wimpey - there is an issue with new housing developments not being finished off properly and lack of enforcement.</p> <ul style="list-style-type: none"> • Planning enforcement update requested for fire damaged listed building in Bushey Row. 																		
184/2024	<u>Confirmation of minutes:</u> The minutes of the meeting held on 10 th July 2024 were signed as a true record.																		
185/2024	<u>Actions Update:</u> See attached list for outstanding actions from previous meeting/s.																		
186/2024	<u>Public participation:</u> Members of the public commented on planning application 23/02297/FUL to point out the revision to the property of proposed erection of external timber staircase, and solar panels.																		
187/2024	<p><u>Planning applications:</u></p> <table border="1"> <tr> <td>24/01676/S73 <i>Sent in 29 July</i></td> <td>Variation of condition 2 of planning permission 23/00153/HHD to allow a reconstructed stone finish to the approved single storey rear extensions and detached garage at Rose Cottage Broad Street</td> </tr> <tr> <td>24/01772/HHD <i>Sent in 5 Aug</i></td> <td>Installation of air source heat pump at 12 Mercury Court</td> </tr> <tr> <td>24/01882/HHD <i>Sent in before 23 Aug deadline</i></td> <td>Erection of shed in rear/side garden with associated path and paving (part retrospective) at 10 Andrews Way Bampton</td> </tr> <tr> <td>24/01848/FUL <i>Sent in before 23 Aug deadline</i></td> <td>Erection of a self-build dwelling and a detached carport/stable block with grooms accommodation above: Land At Cobfield Aston Road</td> </tr> <tr> <td>24/02031/HHD <i>3rd Sept deadline</i></td> <td>Erection of rear conservatory at Cotsway Church Street. NO OBJECTION</td> </tr> <tr> <td>24/00752/HHD</td> <td>Detached double garage with habitable accommodation in roof space. (amended plans) at Rickford House Hayway Lane Weald NO OBJECTION</td> </tr> <tr> <td>24/02118/HHD</td> <td>Demolition of conservatory and porch, erection of two storey and single storey rear and single storey side porch extensions at Radcot House Buckland Road. NO OBJECTION</td> </tr> <tr> <td>24/02059/S73</td> <td>Variation of condition 3 of Planning Permission 23/02297/FUL to add solar panels on south elevation, change materials to roof and glazing on the windows and doors at Land Adjoining Dunlaoghaire Primrose Lane Weald. OBJECTION comments to be finalised by Cllr Ogg and sent via email to all councillors.</td> </tr> <tr> <td>23/02297/FUL</td> <td>Proposed new dwelling to replace redundant stables and store, to create holiday let (amended plans) at Land Adjoining Dunlaoghaire Primrose Lane Weald. OBJECTION to external staircase - comments to be finalised by Cllr Ogg and sent via email to all councillors.</td> </tr> </table>	24/01676/S73 <i>Sent in 29 July</i>	Variation of condition 2 of planning permission 23/00153/HHD to allow a reconstructed stone finish to the approved single storey rear extensions and detached garage at Rose Cottage Broad Street	24/01772/HHD <i>Sent in 5 Aug</i>	Installation of air source heat pump at 12 Mercury Court	24/01882/HHD <i>Sent in before 23 Aug deadline</i>	Erection of shed in rear/side garden with associated path and paving (part retrospective) at 10 Andrews Way Bampton	24/01848/FUL <i>Sent in before 23 Aug deadline</i>	Erection of a self-build dwelling and a detached carport/stable block with grooms accommodation above: Land At Cobfield Aston Road	24/02031/HHD <i>3rd Sept deadline</i>	Erection of rear conservatory at Cotsway Church Street. NO OBJECTION	24/00752/HHD	Detached double garage with habitable accommodation in roof space. (amended plans) at Rickford House Hayway Lane Weald NO OBJECTION	24/02118/HHD	Demolition of conservatory and porch, erection of two storey and single storey rear and single storey side porch extensions at Radcot House Buckland Road. NO OBJECTION	24/02059/S73	Variation of condition 3 of Planning Permission 23/02297/FUL to add solar panels on south elevation, change materials to roof and glazing on the windows and doors at Land Adjoining Dunlaoghaire Primrose Lane Weald. OBJECTION comments to be finalised by Cllr Ogg and sent via email to all councillors.	23/02297/FUL	Proposed new dwelling to replace redundant stables and store, to create holiday let (amended plans) at Land Adjoining Dunlaoghaire Primrose Lane Weald. OBJECTION to external staircase - comments to be finalised by Cllr Ogg and sent via email to all councillors.
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188/2024	<p><u>Finance and Accounts for Payments:</u> The following payments were approved in accordance with the budget: PAYMENTS IN AUGUST (NO MEETING HELD):</p> <table border="1"> <tr> <td>J Wright Plumbing & Heating</td> <td>WC seat replacement at TOSCC</td> <td>£140 PAID</td> </tr> <tr> <td>TS Fencing</td> <td>Cemetery oak gate</td> <td>£1783.20 PAID</td> </tr> </table>	J Wright Plumbing & Heating	WC seat replacement at TOSCC	£140 PAID	TS Fencing	Cemetery oak gate	£1783.20 PAID												
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Alden	Service kit for service of boiler at TOSCC	£226.80 PAID
Bampton Primary School	Pass on donation from Downton Abbey filming for early years project at the school.	£1000 PAID
Chris Smith	Mowing for July	£1824 PAID
Play Safety	RoSPA inspections for all play areas.	£319.20 PAID
Margaret L Johnson	10 packs printer paper	£54.96 PAID
Alden	Engineer for leak in TOSCC plant room	£180 PAID

PAYMENTS SEPTEMBER:

ASA	Flood Risk and Drainage for Rec Development	£2501.70
ASA	Develop the design to support the planning application for Rec Development	£2340
JG Tilton & Sons	TOSCC flat roof repairs	£4764 DO NOT PAY YET
Wiring Solutions	Lighting repairs at TOSCC	£330
Andrew Ogg	Expenses re. Rec development meetings	£42.70
AK Timms	Shingle	£54
AK Timms	Single trip bulk bag	£8.62
National Allot Soc	Membership	£66
Alex Booty	Footpath strimming	£900
Alden	Boiler engineer	£175.20
Gleeds	Quantity Surveying for Rec Development project	£3,150.00
Chris Smith	Mowing for Aug	£1824
Ambassador	Carpet cleaning at TOSCC	£340
AJ Mitchell	Window cleaning TOSCC (inside & out)	£180
OALC	HR training course x 2	£24
Andy Cutler	Reimbursement for Pix Print ID cards	£101.54

The following pre-paid debit card transactions were approved:

Amazon	Printer	£119.99
PO	3 books x 2 nd class stamps	£20.40
WODC	WODC green waste bin for lengthsman	£50

The following direct debits and standing orders were noted:

CASTLE WATER £15.45; TOTAL STAFF COSTS £4044; OCC AP £750.00; OPUS GAS SUPPLY LT £391.88; VODAFONE LTD £42.08; YU Energy Retail L £57.38; Bampton Rec Ground broadband reimbursement £35.88; West Oxon DC business rates £62/£96/£308

189/2024

Allotments:

- Issuing contract renewals is imminent, to include increase in fees as adopted by Council.
- The new software has driven the decision to divide the allotments into ¼ plots and we are in the process of setting this up in advance of issuing renewals.
- Agreed to advertise for more tenants after current contracts have been issued.
- Upgrades to the software have now given the ability to map the plots.

190/2024

Town Hall: Nothing to report.

191/2024

The Old School Community Centre: Nothing to report.

192/2024

Cemetery: Water butts either side of the entrance gates agreed. It was noted that rubbish is still being dumped.

193/2024	<p><u>Highways, Trees, Footpaths and Floods:</u></p> <ul style="list-style-type: none"> • 20mph: The preferred supplier, Westcotec, have been in contact. They have been told the exact locations, type of power supply and type of sign. This will be the same design as the redundant signs showing 20 mph and SLOW DOWN which is a like for like replacement. The replacement date is yet to be confirmed. • Footpaths: Some clearance work has been completed. • Village Hall and Royal British Legion have requested that the war memorial trees need trimming back as they are overhanging the village hall.
194/2024	<p><u>Mercury Play Park:</u> RoSPA report was reviewed highlighting the breakage of rocker spring - a new spring has been ordered. Bench to be cleaned and painted.</p>
195/2024	<p><u>Lengthsman update:</u></p> <ul style="list-style-type: none"> • Report of anti-social behaviour in the park plus some vandalism to the fence. • Weed spraying to be carried out at Old School Community Centre and war memorial on a dry day this week.
196/2024	<p><u>Committee meeting updates:</u> HR Committee met – see item 206/2024</p>
197/2024	<p><u>Correspondence:</u></p> <ul style="list-style-type: none"> • My Vision Oxfordshire grant request: £100 agreed.
198/2024	<p><u>Essential village matters (received after agenda was set):</u> Fridge dumped on Weald Street to be reported; fly tipping on Mt Owen Rd has been reported; sand bunker next to Fire Station is overgrown with weeds and not easily accessible – lengthsman to weed spray. Sand bags to be checked.</p>
199/2024	<p><u>Recreation Ground Development Project update:</u></p> <ul style="list-style-type: none"> • Planning consent is imminent so that the project can then be progressed. Project likely to be completed in two phases.
	<p>***10PM AGREED TO SUSPEND STANDING ORDERS***</p>
200/2024	<p><u>Financial Regulations:</u> Were brought forward to October Finance and General Purposes meeting.</p>
201/2024	<p><u>Risk Register:</u> All councillors to review so this can be finalised in October PC meeting.</p>
202/2024	<p><u>West Ox Arts' request for Town Hall maintenance:</u> Agreed to let WOA know we will be looking at the roof in the next 12 months.</p>
203/2024	<p><u>Grant request from Bush Club:</u> £1000 was agreed.</p>
204/2024	<p><u>Emergency Response Plan leaflets:</u> Further discussions needed before leaflets can be printed.</p>
205/2024	<p><u>Christmas Fair:</u> 6th December 2024.</p>
	<p><u>Dignity at Work Policy:</u> This item was not discussed due to the over running of the meeting.</p>
	<p><i>That under Section 100 (A) (4) of the Local Government Act 1972, the public be excluded from the remainder of the meeting whilst discussion takes place on item 30 on the grounds that they involve the likely disclosure of exempt information as defined in Paragraphs 1-7 of part I of Schedule 12A of the Act"</i></p>
206/2024	<p><u>Confidential HR update:</u> recommendations were agreed. Agreed to close for the week 24th Dec -2nd Jan.</p>

The meeting closed at 10.30pm. The next meeting is Wednesday 9th October 2024.

Signed..... Dated.....

ACTIONS FROM PREVIOUS MEETING/S:

Arts Committee S106 request form. ON GOING Tree of Life in the church commission; looked at Morris Dancing sculpture; WOA would get quote for proposals. Committee to meet to discuss as Dec is first deadline for Section 106 money.	JA/AC
Taylor Wimpey re village entrance planters. ON GOING.	SM
Online cemetery map to be checked. We have made a start. Ivy needs removing. An ashes burial was discovered that has not been entered into the burial register, so this will be retrospectively entered.	JA Clerk
Need to get new re-quote from Thames Water for tap from water main at cemetery. Ask John Kelly for a quote. ON GOING	JA
FB post for ERP volunteers. ON GOING	AC
We are not accepting any new bench requests on plots in cemetery - create sign for new noticeboard. Rules and Regulations to be reviewed.	Clerk
Electric charging points – enquire about further options, if any available. ON GOING. WODC funding is only for slow chargers so no good for the market square. TOSCC is on their list as a possible location. Piece of grass to the right of Fire Station is owned by the parish council and could be used for a location subject to planning consent.	GA
FB post re town twinning	JA
clearing needs doing so shingle can be spread on footpath. Sept at the latest.	Lengthsman
Risk Register. All agreed to review each section before the next meeting. ON GOING	All

NEW ACTIONS FROM THIS MEETING:

Taylor Wimpey – ask for photos of new noticeboard at Bampton Meadows	Clerk
Contact management company at Cala Homes to ask if they would install noticeboard	JA
Find OALC recommended internal auditor	JA/Clerk